



BID COMMITTEE REPORT

Meeting Date: September 16, 2021
 Contact: Alexander Ralph
 Contact No.: 604 829 2092

TO: Bid Committee
 FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with Intercontinental Truck Body (BC) Inc., 5285 192nd Street, Surrey, BC in relation to Request for Proposal - PS20200073 – Supply and Delivery of Wildland Fire Apparatus.

The Chief Procurement Officer recommends that the Bid Committee approve the entry into the following contract, under the authority of the City’s Procurement Policy ADMIN-008 (subject to final negotiations).

Solicitation Number:	PS20200073 - Request for Proposal
Description of the Goods or Service:	Supply and Delivery of Wildland Fire Apparatus
Recommended Vendors:	Intercontinental Truck Body (BC) Inc.
Contract Term and Estimated Contract Value:	The recommended term of the contract are three (3) years with the option to extend for two (2) additional one (1) year terms. The estimated contract price is \$1,206,405 plus applicable taxes, over the initial three-year term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	October 9, 2020
Notices Sent:	Supply Chain Management (SCM) sent notices to four (4) vendors
Closing Date:	April 22, 2021
Responses Received:	Vendor
	Intercontinental Truck Body (BC) Inc.
	Commercial Truck Equipment Co.
	Safetek Emergency Vehicles Ltd.
	System One Manufacturing Inc.

Evaluation Criteria	Evaluation Score
Technical, Operational, and Sustainability	65
Financial	35
Total	100

COMMENTS

For the recommended contract, the following requirements have been met:

- a) The solicitation documents were publicly advertised in accordance with the City’s Procurement Policy ADMIN-008;
- b) The contract is proposed to be entered into with the vendor offering the best value, which is also the highest-scoring vendors determined in accordance with the criteria, factors or methods previously disclosed in the public solicitation documents;
- c) Financial Planning & Analysis and the applicable business unit have reviewed and concur on the budget and recommendation;
- d) Bid Committee approval authority exists, as outlined in the City’s Procurement Policy ADMIN-008 due to the value being in excess of \$750,000;
- e) The Category Manager, Chief Procurement Officer and General Manager, Engineering Services to be authorized to execute and deliver all legal documents on behalf of the City; and
- f) The Bid Committee approval is pre-contract award, the final contract information may vary subject to final negotiations and award.

DECISION

The Bid Committee approved the entry into a contract in relation to PS20200073 – Supply and Delivery of Wildland Fire Apparatus with Intercontinental Truck Body (BC) Inc. under the authority of the City’s Procurement Policy ADMIN-008.